

## Quality Management Office (QMO) Job Risk Assessment

<b>Name(s) of Team Members:</b> Baker, Teresa; Condemi, Cyrena; Grizzel, Fredrica; H; Jerome, Winnifred; Morrison, Tina C.; Orta, Katherine J; Patterson, Courtney; Savage, Richard; Scocca, Stasia Ann; Sierra, Edward; Stein, Steven H; Usher, John L; Wilke, Jessica R;	Point Value → Parameter ↓	1	2	3	4	5
<b>Name(s) of Specific Application Risk Team Members:</b>						
<b>Job Title:</b> <span style="color: blue;">Driving Vehicles</span>  <b>Job Number or Job Identifier:</b> JRA-QMO-04	Frequency (B)	≤once/year	≤once/month	≤once/week	≤once/shift	>once/shift
<b>Job Description:</b> Driving BNL and personal sedans and light pick-up trucks on-site and off-site to transport personnel and small, hand-held packages	Severity (C)	First Aid Only	Medical Treatment	Lost Time	Partial Disability	Death or Permanent Disability
<b>Training and Procedures List (optional):</b> NYS Driver's License (or reciprocal) is required. New Employee Orientation required. Defensive Driving is optional for drivers. Inspection, insurance and maintenance of vehicles	Likelihood (D)	Extremely Unlikely	Unlikely	Possible	Probable	Multiple
<b>Approved by:</b> R. Lebel    Date: 03/6/06    Rev. #: 0 						
<b>Stressors (if applicable, please list all):</b> Inclement weather such as rain, snow and ice. Seasonal wildlife hazards such deer, turkey, and geese. Time pressures, construction, road conditions, sun, miscellaneous distractions (cell phones, passengers, radios, ipods, dvd players, eating, shaving, reading, makeup application) alcohol and medications.		<b>Reason for Revision (if applicable):</b>			<b>Comments:</b>	

			Before Additional Controls							After Additional Controls						
Job Step / Task	Hazard	Control(s)	Stressors Y/N	# of People A	Frequency B	Severity C	Likelihood D	Risk* AxBxCxD	Control(s) Added to Reduce Risk	Stressors Y/N	# of People A	Frequency B	Severity C	Likelihood D	Risk* AxBxCxD	% Risk Reduction
Preliminary walk-around inspection of Lab vehicles	Bump of body part, pinched hands/finger	Proper attire (footwear, gloves), JRA-QMO-02 (Walking)	Y	1	5	1	3	15								

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Entering/Exiting parked vehicles – driver or passenger	Slips, fall on same level, bump of body part, pinched hands/finger, struck by moving vehicle	Vehicle design- knobs, handles, headliner/door/dash padding, marked parking spaces, proper footing, road and parking lot maintenance. High percentage of parking lots versus on-street parking, lower speeds on parking lots, street lighting, rear view mirrors	Y	1	5	2	3	30								
Driving car/light truck around site	Vehicle accident- striking another vehicle or object (pedestrian, animal, tree, sign, building)	Speed limit; Police enforcement of driving rules & speed limits; design of vehicle, seat belt; licensed drivers; vehicle, road and parking lot maintenance, vehicle lights; marked crosswalks, street lighting, inspection sticker program of private vehicles; SBMS Traffic Safety, ESH reminders	Y	1	5	3	2	30								
Gas fill-up	Fire from fueling	On-site trained service personnel for filling gas and checking vehicles at both stations, shutting off ignition, fire suppression system	Y	1	3	2	1	6								
Loading and unloading larger packages	Sprain/ strain injury from lifting	See JRA-QMO-06, Manual Material Handling	-	-	-	-	-	-								
Further Description of Controls Added to Reduce Risk:																
*Risk:	0 to 20	21 to 40	41-60						61 to 80		81 or greater					
	Negligible	Acceptable	Moderate						Substantial		Intolerable					